

FACULTY AFFAIRS COMMITTEE – Amended Meeting Minutes
Meeting Date: 10/21/15

PRESENT: James Murray (Chair), Nidhi Mahendra (Secretary), James Ahiakpour, Maria Gallegos, Linday McCrea, Linda Smetana, Diana Wakimoto, Michael Moon, Linda Dobb, Holly Vugia.

ABSENT: None.

GUESTS: Glenn Perry, Balvinder Kumar, Sophie Rollins, Mark Robinson.

Called to order at 2:00 pm with quorum.

1. Brief Re-Introductions
2. Approval of the Agenda; Passed
3. Approval of minutes from 10-7; Passed, Dr. Moon abstained
James Ahiakpour had a minor comment; Michael Moon pointed out a correction in minutes where Dr. Jason Singley had been listed as Jason Smith.
Subsequently, minutes were approved. Linda Dobb abstained from voting on minutes of the past meeting.

Reports

FAC Chair Report

Academic Senate Proceedings

Started by reporting on Academic Senate vote. Senate voted on the policy for evaluating Exceptional Service (extra units given from the CBA). They voted to remove a section that they did not think was necessary. Asked to remove the section on “the responsibility of the University to assign workload equitably (per CBA 20.3)”. Per Chair Murray, their suggestion was to “eliminate the entire chunk on Page 3 that states “Under no circumstances will awards be made for exceptional service awards....”

Presidential appointee Dobb read out loud for FAC the contract language. Sophie Rollins asked a question regarding who send this exceptional service award call out. Linda Dobb confirmed that her office will send out both policy and application form, via Sophie.

Ten-Year RTP Calendar

FAC Chair Murray discussed the need for FAC to create a ten-year RTP calendar that extends from now through our move to semesters, out for 10 years. He asked if Michael Moon would take this on, given his extended work on the calendar subcommittee. Moon agreed. Lindsay Mccrea explained that we have to update the RTP calendar annually, so we would start with this year and look out 10 years into the future. This calendar is updated periodically and its current ten-year time frame is up this year.

Presidential Appointee Report- Linda Dobb

Dobb updated FAC on the ExCom meeting following the senate meeting. She reminded members of the university policy that all courses should be evaluated. Student evaluations are not the only pieces of data about teaching effectiveness..... lots of discussion about this policy. Concerns about section 4.7. We did a new form, there is a policy that accompanies this evaluation and that policy is dated and has problems. It will be coming back to FAC.

Q2S SCSC Report: Lindsay McCrea

Glen Perry reported that consultants for the Fit Gap analysis – presented on gaps in the People Soft system as we switch to semesters. This is a big task that needs to be completed to get us ready for Q2S conversion. McCrea reported that senate approved (yesterday) a process for referrals to the senate, ExCom, and other senate committees. Given that referrals to all committees of the senate take place via ExCom, a process will be finalized for such referrals.

McCrea also reported that a funding model has been proposed to fund the work of the GE process as part of Q2S. There has been some discussion with the Associate Vice Provost, and Michael Hedrick is convening a task force this week to examine the issue of time modules in the semester calendar. FAC Chair Murray was recruited to this task force prior to knowing his class schedule and he shared that his class schedule would make him miss most of this meeting ref: time modules. Given that he was representing FAC, he sought suggestions from McCrea. She responded that she is not able to speak to the issue but suggests letting Mike Hedrick know since he is convening the meeting.

Unaddressed Documents

14-15 FAC 6

Dobb asked to hold off on 14-15 FAC 6 because it is about a waiver of external search for a MPP hire. She only found one such precedent at any university and it was not from the CSU system- it is from the Indiana University of Pennsylvania. She is still trying to determine if there is a CSU-wide precedent on this. Discussion had about history of this referral. Sophie and Nidhi recall it may have had to do with summer appointments of MPPs, with displeasure expressed over that, thus requiring that such a waiver be in place.

14-15 FAC 7

Assigned Time Inequities across colleges

Chair Murray discussed this issue with Biology Chair Don Gailey – he shares that Gailey advised not listing the Workload K Factor in People Soft. Linda Dobb says she likes having this factor coded in there. Should we remove option 4 on the assigned time form that faculty typically check?

Currently document states ‘We propose that the fourth option on the Special Registration Petition should only rarely (say NOT BE USED) be used, and there

should be a university-wide commitment via the resolution attached that mentorship of students should be counted towards a faculty member's teaching responsibilities. Some departments have developed formulas that translate per student-units of Independent Study into Weighted Teaching Units (WTUs).*

Extensive discussion on this between multiple members – Moon, McCrea, Vugia, Murray, Mahendra, Ahikpour and others. Questions raised about Honors work, independent studies, clinical practicum. Issue also raised about how in specific circumstances, you may sign the form in question, but somebody off-campus does the real work of supervision. How to handle that situation? Suggestion made to include instructions to chairs for how to fill out this form with instructions to faculty not to check the last option that states

“may exceed the normal workload assignment for regular instruction; however, I do not expect to be compensated for it, or to be given a reduction in instruction or instruction- related responsibilities during this or any subsequent quarter.”

Dobb asks if the term mentorship may be substituted for “instructionally-related activities” with students in their programs, outside their regular assignments. Brief discussion had about how to define mentorship. FAC opinion seems to be that responding to the resolution required redrafting so that FAC may approve.

14-15 FAC 17 Proposed recommendations for shorter sessions under semesters

Perry explained that intersession can not be part of Fall. Intersessions are typically 2 weeks long – intersession also is not an eligible term under financial aid guidelines. Recommendation from the financial aid/registrar's office is to add intersession at the end of spring semester. Best to establish intersession within a session, rather than a stand-alone component. Recommendation made to strike the clause on departments choosing to work with the registrar's office for scheduling any sessions longer than 4 weeks. So under SUMMER SESSIONS – document should simply say a minimum of four weeks for summer sessions.

Moon mentions one advantage is that campuses like CSU-Fresno have 2 intersessions – 1 in winter and 1 right at the end of spring quarter. This allows faculty to teach in intersession in summer, especially when they won't be able to or can't during winter inter-session.

Referrals

Emeritus Policy- Mark Korplus will come to give us background. We are postponing this item. **DEFERRED**

Teacher-Scholar Program

Chair Murray shared that Provost Nelson has indicated support for the teacher-scholar program with suggested 3 years of committed support upfront as long-term resources for up to 50 faculty in this program. When asked, Murray responded that the release time would be equivalent to 3 units per semester of AT for FT tenure-track faculty for a 3-year period for research/scholarly/creative activities, contingent on annual reporting of progress. Murray shared that the goal is to get it in place by Fall 2018, but maybe even sooner.

Business Item

Development of form/rubric for Guidelines for Distributing Assigned Time for Exceptional Levels of Service

Policy on criteria- Draft rubric discussed extensively. Discussion about criteria, uniform assessment of criteria, evaluation consistency, and discussion about not reviewing incomplete applications or those that do not address essential criteria. Rubric was sent out by FAC Chair, with decision made to provide feedback on the rubric electronically, with a final vote by FAC members to finalize rubric.

NOT DISCUSSED

14-15 ITAC 1

Suggested changes to RTP

14-15 FAC 8

Move to adjourn. Approved by acclamation. Adjournment at 4:00 pm.

Respectfully submitted

Nidhi Mahendra